

REQUEST FOR ISSUE TRANSFER OR TURN-IN					1. DATE:		2. DCN:							
3. SHIP TO: MSFC RECEIVING BUILDING 4631 MARSHALL SPACE FLIGHT CENTER, ALABAMA 35812				6. LOSING DEPARTMENT MANAGER (TYPE OR PRINT): NAME:		9. TYPE STOCK: <input type="checkbox"/> PROGRAM <input type="checkbox"/> REGULAR <input type="checkbox"/> NONRECURRING <input type="checkbox"/> NO SUBSTITUTE (SEE JUSTIFICATION) <input type="checkbox"/> CUSTODIAL STORAGE		11. TYPE ACTION: <input type="checkbox"/> ISSUE <input type="checkbox"/> TURN-IN <input type="checkbox"/> TRANSFER <input type="checkbox"/> OTHER (SPECIFY):		12. CATALOGING ACTION:		13. PAGE: <div style="text-align: center;">OF</div>		
4. MARK FOR:		BLDG.:	ROOM:	OFFICE SYMBOL: PROGRAM STOCK NO.:		14. S&MA REVIEW: <input type="checkbox"/> QUALITY SENSITIVE <input type="checkbox"/> NOT QUALITY SENSITIVE <input type="checkbox"/> FLIGHT/ASSOC. GSE HARDWARE		10. DATE REQUIRED:		S&MA OFFICE REPRESENTATIVE				
5. VENDOR, SUGGESTED SOURCE OF MATERIAL, OR:				7. GAINING DEPARTMENT MANAGER (TYPE OR PRINT): NAME: OFFICE SYMBOL: ACCOUNT NO.:										8. CUSTOMER SERVICE REPRESENTATIVE :
15. ITEM NO.	16. DESCRIPTION (STOCK NUMBER, NOUN, DRAWING NUMBER, PART NUMBER, DESCRIPTION AND EQUIPMENT CONTROL NUMBER)					17. QUANTITY	18. UNIT	19. UNIT COST	20. TOTAL COST	21. ACT. QTY.				
									TOTAL					
22. REQUISITIONER: NAME: OFFICE SYMBOL: PHONE NO.: _____ SIGNATURE				24. JUSTIFICATION:				26. QUANTITIES AS INDICATED HAVE BEEN: <div style="text-align: center;"><input type="checkbox"/> RECEIVED <input type="checkbox"/> ISSUED</div> _____ AUTHORIZED REPRESENTATIVE DATE						
23. APPROVALS				25. QUANTITIES AS INDICATED HAVE BEEN:				27. SPECIAL REVIEW / APPROVAL / SIGNATURE: <input type="checkbox"/> SAFETY <input type="checkbox"/> OTHER _____ _____ SIGNATURE						
	OFC SYM	SIGNATURE		DATE		28.								
USER														
DEPT. MANAGER						AUTHORIZED REPRESENTATIVE DATE				WAREHOUSING SUPERVISOR DATE				